AGENDA
MONO COUNTY GIS WORKING GROUP

March 10th, 2004 **-** 9:00 – 11:30am
Closed Session Chambers – Bridgeport Board Room

POLICY ITEMS:
- Review December Meeting Minutes

- Review budget and expenditures to date

- Discuss data sharing issues
  - Water District, etc.
  - Data distribution / License Agreement / Next Steps

- Discuss 911 and Addressing issues
  - MCWD Pilot Project and County involvement

- Discuss and schedule trainings

- Review the Working Group's role with regard to the County
  - Department Head Meeting
  - Building GIS Support and user base

- Going public
  - ParcelViewer Kiosk
    - Printer Issues
  - Internet?

TECHNICAL ITEMS:
- GIS Update Process
  - Parcels updated 3/9/04

o Assessor Map Template

Christina will attend via phone
Call at (530) 694-2146

MINUTES
MONO COUNTY GIS WORKING GROUP

March 10th, 2004 **-** 9:00 – 11:30am
Closed Session Board Room – Bridgeport, Ca

Participants:

Nate Greenberg	Clay Neely	Pete Eilertsen
Christina Isaacs	Keith Hartstrom	Gwen Plummer
Shane Gleason	David O'Hara	Robyn Delaney

POLICY ITEMS:

REVIEW DECEMBER MEETING MINUTES
- Nothing important was discussed here. More time was spent reviewing the budget, based on the input and reconsideration of budget balance from last meeting.

REVIEW BUDGET AND EXPENDITURES TO DATE
- Total billed to date: $11,557.50
  - Maintenance   14½ hrs.
  - Meetings   13½ hrs.
  - 911 Related   21 hrs.
  - Data Related   28½ hrs.
    (Most of this time was associated with tying Land Use to basemap and correcting nearly 500 identified APN issues)
  - Documentation   9 hrs.
  - Admin   0 hrs.
- Total remaining in contract: $13,442.50

911 ADDRESSING
- A brief review of issues and background was presented
  - Initiation of topic by Health Department, Sheriff's Department and related activity in Planning and Public Works Departments
- Discussion of Joint Mammoth Lakes project
  - Mammoth Community Water District (MCWD), Mammoth Lakes Fire Department (MLFD), Town of Mammoth Lakes (TML)
  - 3-year project geared toward gathering of GPS locations and related database information for
    - Structure addresses as posted
      - Related to building footprints, where available, or to GPS collected points for building corners
    - Basic structure characteristics
      - Type of construction (roof, frame, etc)
      - Surrounding vegetation / fire hazard
      - Propane, etc.
    - GPS locations and related information for water meters, water lines, hydrants, valves, etc
    - Organization of road Centerline data
  - Participants are contributing a combination of money and services. MCWD is heading up project, but based on a legal agreement between all agency boards.
  - Project planning will begin in early April. Field work will begin in June.
    - Data collection handled by interns and overseen by MCWD staff.
    -
- Discussion of current Mono County issues regarding addressing
  - Robyn pointed out communication issues as they relate to the exchange of information from department to department and the ability for the call center and databases to stay updated.
    - Ex. TML changing 'Glasscock Rd' to 'Alexander' in Mammoth and not notifying the MLFD or the County's 911 Center and dispatch issues that were related to doing so.

- - - Nate and others briefly discussed the potential for formal definition of a process that would facilitate information flow between involved departments
  - David brought up the monetary and political issues associated with any such project that involved addressing.
    - Need for 'top-down' involvement and support
    - Possibility of a County ordinance
    - Political issues of Town wanting to establish a separate 911 PSAP as well as staffing and organizational concerns
  - Initial concept of what geographic features addresses should be attached to and the obcious advantages and disadvantages of each
    - Building footprints
    - GPS point locations for front doors
    - Parcels
    - Centerline data
  - Discussion of improving relationship with Verizon and setting up a better system so they only accept valid addresses when new or existing customers call in
    - Encouraging people to change their physical address when they move and keep phone numbers, etc
    - Review their database structure and needs and coordinating our information with theirs
  - Discussion of door-to-door address inventory and re-addressing
    - Need for an inventory of existing addresses
      - Using Emergency Services (paramedics) for this for both political and financial reasons
      - Volunteer Fire Departments, etc
    - How initiate this process and on what scale?
      - Pilot project, etc
      - How will Mammoth's outcome relate to the rest of Mono County?
  - Developing and implementing a good system and workflow for new developments
    - Approval of addresses related to building permits, etc
- How the Mammoth Pilot Project could help Mono County
  - Highest turnover in addresses and most rapidly changing address structure of anywhere in the County
  - Need for increasing communication and coordination between TML and 911 center
  - Developing and implementing Workflow Patterns for information exchange, updates and changes
  - Mono County should be brought to the table since the results of the project directly relate to the 911 system and the ability to maintain accurate data
    - County share of cost should be based on existing infrastructure, data and in-kind services from both Assessor and Sheriff
    - Issues of standardization based on requirements of Verizon and PSAP
    - County should maintain control of standardization issues
- Brainstorm pertaining to getting support and involvement from appropriate County personnel
  - Need for top-down involvement – full understanding and support of Board of Supervisors, directors, chiefs, etc
  - Need for meetings and presentations to appropriate venues, such as:
    - Board Meeting
      - 2 weeks?
      - Involve Rick Johnston, Sheriff, Public Works and other key players to voice a backing for the project
      - Clay and Nate would present
    - Local Transportation Commission (LTC)
      - Supervisors from both County and Town are present
      - Next meeting is April 12th in Bridgeport
    - Local Agency Formation Commission (LAFCO)
    - Public Information Presentation
      - Article in paper
      - Interested party meeting

- ▪ Chief's Council
    - • Carry down to Volunteer FD level
    - • Paramedics and Volunteer FD as potential work force for data gathering
- Discussion of how GIS can help the Sheriff in the meantime
    - o Putting IMS in 911 Call Center
    - o Loading ArcExplorer GIS software and parcel data on Sheriff Laptops
    - o Training
        - ▪ Small cost associated, perhaps covered by Sheriff?
- Sheriff is looking into using funding to purchase software for dispatch / GIS integration
    - o Purchase now, install later

OTHER DATA ISSUES
- Shane's address database is almost ready to be integrated into the Assessor database
    - o This will allow for 100% relationship between APN and situs address
        - ▪ Serve as a jumping off point for address inventory and initial accuracy assessments
        - ▪ Could help Mammoth project as well
    - o Waiting for Verizon database structure
        - ▪ Intend to match as best as possible

- 1:24,000 USGS Digital Raster Graphics (DRG) topos are now on the Mapserver Library in the 'Imagery/drgs' folder
    - o Refer to the Shapefile 'usgs_24kquads' for reference on which quads to load
        - ▪ This can be found in either the boundaries or imagery/drgs folder
- Nate will burn DVD with orthophoto and all DRGs for Christina in Health Department to be used as a remote imagery resource for desktop GIS
    - o Anyone else want one? (Requires GIS knowledge and software for use)

TRAININGS
- A ParcelViewer training is being scheduled for a coming Wednesday in the South County offices
    - o Training will go over what the ParcelViewer is and the basics on use
    - o Goal to get counter staff and other key people using it on a regular basis, and encouraging the public to use
    - o Nate will send out an email announcing the date when we know
- Nate is developing an IT specific training for the Mapserver
    - o Will cover general maintenance, common problems, and simple fixes
    - o Goal is for IT to handle day-to-day problems associated with the IMS
    - o More complex problems will still need to be handled by Nate
    - o Hope to have training put together for end of April

DISCUSSION OF WORKING GROUP ROLE
- Will do a small presentation at the next Mammoth Department Head meeting
    - o Goal to get more folks online with the system and utilizing existing resources
    - o Perhaps present compatibility issues and concerns and encourage departments to contact Working Group when purchasing new software or developing new data sets

PUBLIC ACCESS
- Public Kiosk at South County offices has been running for 1 month now
    - o Some users
    - o Were printer issues, now resolved
    - o Looking for more users and related comments / feedback
- When County website moves over to County server, the door is open for Internet based access to
    - o Will wait for appropriate time, and approval from appropriate bodies
    - o Need to resolve basic legal issues too...

TECHNICAL ITEMS:

MAPSERVER UPDATES
- Parcel update ran on 3/9/04
- Next update scheduled for 4/8/04

ASSESSOR MAP TEMPLATE
- Nate will send old template to Pete, but needs some work. Requires some additional funding...

NEXT MEETING: June 9th, 2004 – 9am – 11:30am
Closed Session Room – Board Room, Bridgeport